#

**Girls Incorporated of Lynn**

**AmeriCorps Ambassador of Mentoring**

Mass Mentoring Partnership [AmeriCorps Ambassadors of Mentoring](http://www.massmentors.org/ambassadors) support mentoring across the Commonwealth to improve positive outcomes for youth by building capacity in key program areas such as mentor recruitment, screening, and training. Projects focus on developing new or strengthening current mentoring programming to serve youth ages 7-24.

[Mass Mentoring Partnership](http://www.massmentors.org) (MMP) is fueling the movement to expand empowering youth-adult relationships to meet the needs of communities across Massachusetts. MMP serves more than 370 programs statewide, supporting over 30,000 youth in quality relationships.

**Host Site Description:**

 Girls Incorporated of Lynn is a nonprofit organization dedicated to inspiring all girls to be **Strong, Smart, and Bold®.** For more than seventy-five years, Girls Incorporated of Lynn has responded to the changing needs of girls and their families by providing essential resources and challenging programs to disadvantaged, low-income girls. Since its founding in 1942, Girls Inc. of Lynn has been widely recognized and respected for the powerful and positive impact it has had on generations of girls and women. Our programs are delivered in a safe and supportive girl-focused environment where all girls can be themselves and are empowered to achieve their personal best.

**Position Description:**

The Ambassador of Mentoring will oversee the Bold Futures middle school group mentoring program for girls in grades six through eight. The mentoring program is a component of the larger after-school program, Odyssey. The purpose of the middle school group mentoring program is to improve girls’ attitude towards school, to increase girls’ social and emotional competencies and to provide the mentees with support from positive role models. Responsibilities will include mentor recruitment, orientation and training, providing daily match support as well as improving current match support systems, acquiring and maintaining program supplies, planning and carrying out mentoring events, delivering structured enrichment programming, and assisting in the daily implementation of the Odyssey after-school program.

**Project Responsibilities:**

* Commute to monthly corps-wide trainings and events
* Complete all required monthly AAoM documentation, including evaluation reports and timesheets
* Recruit, orient, and train adult volunteers to serve as mentors
* Recruit, orient and support middle school girl participants
* Create annual calendar for the program
* Organize mentoring groups
* Provide support to mentors
* Purchase program supplies
* Keep the Supervisor of Middle School Program informed about all activities, trends or concerns
* Document and track attendance for mentees and mentors
* Administer program evaluation
* Complete all reports as requested

**Qualifications:**

* Experience/skill in effective group behavior management preferred
* Proficiency with Microsoft Word applications
* Passion for working with diverse youth and families
* Strong critical thinking and problem-solving skills
* Flexible schedule/Ability to work occasional evenings/weekends
* Motivation and aptitude for networking and outreach
* Committed to actively recruiting, selecting, on-boarding and managing mentors
* Ability to plan, execute and document site-based group activities and off-site field trips
* Flexibility, patience, and a good sense of humor!
* Experience with and/or commitment to youth development
* Must be a U.S. citizen, national, or legal permanent resident alien
* Must be willing to undergo a National Service Criminal History Check, including screenings through the National Sex Offender Public Website, a name-based search of the statewide criminal history registry and a fingerprint based FBI check. \*Eligibility to participate in the AAoM program is contingent on the results of this screening
* BA/BS strongly preferred or equivalent experience
* A passion for volunteerism and community service

**Position Benefits**

**For an eleven-month, full-time commitment and 1,700 hours of AmeriCorps service Fellows receive:**

* Annual stipend of up to $15,000
* Free health care coverage
* Up to $6195 Education Award, Loan deferment and interest accrual payment for qualifying loans upon completion of service
* Graduate certificate in Youth Development and Social Equity from Boston University
* 250+ hours of professional training and networking opportunities

**To Apply:**

**If you are interested in applying please submit on our online portal** [**here**](https://massmentoringpartnership.quickbase.com/db/bkqwqruv4?a=nwr)**.** More information about the program can be found online at [www.massmentors.org/ambassadors](http://www.massmentors.org/ambassadors) including our full list of current open positions. Note that 1 application is required PER organization if you are applying to more than one.

All applications require a resume and cover letter stating how you heard about this opportunity and why you are interested in serving as an Ambassador, either in Word / PDF format and two (2) references.

MMP is committed to building a culturally diverse staff and strongly encourages applications from persons with a disability, males, and minority candidates. Note: Positions are contingent upon continued CNCS grant funding.

**For more information or questions:**

Contact, Rosie McMahan, AAoM Program Manager, at rmcmahan@massmentors.org

*Mass Mentoring Partnership and its site partners are equal opportunity employers.*

*Mass Mentoring Partnership makes reasonable accommodations for individuals with disabilities for interview as well as service term.*